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26 SEP 1968

DD/S&T-3726-68

MEMORANDUM FOR: Deputy Director for Support

TO: DD/S&T Representative to the CIA
Records Management Board

SUBJECT: Initial Progress Report of Records
Purge in the Directorate of
Science and Technology

REFERENCE: Memorandum from DD/S, Subject: Creation
of the CIA Records Management Board,
dated 30 August 1968

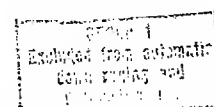
1. Pursuant to request in the above reference, this is the initial progress report on the records purge in the Directorate of Science and Technology.

2. The records purge was officially initiated in the Directorate on 6 September by a memorandum to the Office Directors. The Office Directors were requested to appoint senior officers, list attached, to monitor the review and the purge of records stored at the Records Center. Information and instructions were provided to the Offices by the DD/S&T Representative to the Board.

3. Also attached are the initial progress reports received from the Offices. Included in these reports are the names of the key personnel, the nature and scope of their purge plans, accomplishments and problems encountered in the reviewing of existing records control schedules and the discussions conducted with the Records Center personnel.

4. In our quarterly report we will provide a more detailed analysis of the progress of the proposed plans outlined by the Offices of this Directorate. If additional

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Information is needed, please contact the DD/S&T Representative
to the Board, [REDACTED]

For: [REDACTED]

Carl E. Duckett
Deputy Director
for
Science and Technology

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Attachments:

- A. List of key people.
- B. Reports from Offices.